

Regional School Unit #2

Dresden – Farmingdale – Hallowell – Monmouth – Richmond

Tonya Arnold, Superintendent of Schools

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Request for a Superintendent Transfer Agreement

Pursuant to Title 20-A, Section 5205(6), I request a Superintendent Transfer agreement for:

Student's Full Name _____ 20____ - 20____ _____
Grade Sch. Year District of Home Residence

Parent/Guardian Address Town

School District you wish the student to attend

Name of the School you wish the student to attend

Please complete the information below:

A. Residence Information

Parent/Guardian: _____ Relationship: _____

Physical Address: _____

Mailing Address (if different): _____

Email address: _____ Phone: _____

B. Educational Needs

Does your child have any special educational needs? ____ yes ____ no

If yes, please explain:

C. Please provide a description below, and/or if possible attach a letter to support your request and explain why it is in the best interest of your child to attend school in the requested SAU. Include copies of any supporting documentation.

Note: You should not submit anything that you would not want shared with the Maine Department of Education or the State Board of Education, should the request be denied and subsequently appealed.

Please be advised that a Superintendent's agreement is subject to approval by both superintendents, and that transportation is the responsibility of the parent(s)/guardian(s).

This agreement will expire at the end of the requested school year and there is no guarantee that future transfer requests will be approved.

Your signature below acknowledges you understand that if this placement is approved by the Superintendent of Schools, it will be for one year only. Application for renewal must be made annually. Applications for renewal must be made before the beginning of each school year, preferably in the spring prior to the upcoming school year.

Student Signature (if 18 years of age or older)

Parent/Guardian Signature